

Congressman Mike Ross Internship Program

INTERN SELECTION CRITERIA:

- Demonstrated commitment to community service leadership potential
- Academic progress or accomplishment
- Accomplishments in extracurricular activities
- Writing ability

INSTRUCTIONS TO APPLY:

Please complete all aspects of this application thoroughly and honestly. Providing the information requested is voluntary. However, failure to provide complete answers to all questions contained in the application may affect the review and consideration of your application.

Your Social Security number is needed to keep accurate records, due to the fact that people may have the same name and birth date. Executive Order 9397 also asks Federal agencies to use this number to help identify individuals in agency records.

Your application must include all of the following in order to be considered:

- Application cover pages
- Current resume
- One page statement of intent describing why you want to be a Congressional Intern
- Answers the following questions in 150 words or less:
 1. What is one of your greatest accomplishments?
 2. What do you perceive to be the greatest strength of Arkansas?
- Writing sample (The topic should relate to your major, personal history, or current events, and be 500 words or less. A paper excerpt with the thesis clearly stated is acceptable).
- Two letters of recommendation
- An unofficial transcript

Intern Application- 4th District

All requested materials must be submitted together in the application.

All requested materials should be submitted directly to the office of Congressman Mike Ross at the address listed below.

Send one original copy of everything.

The application should be collated together once with a staple or clip. No internal staples.

Please keep a photocopy of your completed application for your files. We will not be able to return any of the materials we receive.

Failure to meet any of the above mentioned requirements would result in a delay in the review or disqualification of your application.

SESSION DATES AND APPLICATION DEADLINES:

Summer 2002 Session I

May 27, 2003 – July 3, 2003

Application Deadline:

March 17, 2003

Summer 2002 Session II

July 7, 2003 – August 15, 2003

Application Deadline:

March 17, 2003

DEADLINES:

For the fall and spring sessions, the application deadlines represent the date by which applications **must be postmarked**, in order to be considered for early notification. Applications received after the deadline will be considered and accepted on a rolling basis. Please do not call the congressional office to inquire about the status of your application (except to confirm that your application has been received). Notification of the status of your application will be mailed to you.

MAIL TO: Congressman Mike Ross-4th District Arkansas
Attention: Emily Williams
314 Cannon House Office Building
Washington, D.C. 20515

OR FAX TO: (202) 225-1314

OR EMAIL: Emily.Williams@mail.house.gov

Intern Application- 4th District

ELIGIBILITY:

In order to be eligible to apply you must meet the following requirements:

- You must be 18 years of age or older at the time at which you serve as a Congressional Intern
- You must be a U.S. citizen
- You must submit a completed application
- You must be a high school graduate who is presently attending or enrolled in college

Miscellaneous – Summer interns will receive a \$1500.00 stipend. In addition, all Washington, DC congressional interns will receive subsidized metro cards. Academic credit can be coordinated between the university and the student.

APPLICATION FOR CONGRESSMAN MIKE ROSS SUMMER INTERNSHIP

Please number in order of preference which session you are applying for and indicate days and hours available.

Summer Session I _____
May 27, 2003 – July 3, 2003

Summer Session II _____
July 7, 2003 – August 15, 2003

Note: Application deadlines represent the date by which early decisions candidates must submit their application. Following those deadlines applications will be reviewed on a rolling basis.

Summer Internships are full time. Internships in the fall and spring have a commitment of 3 days/25 hours per week.

Personal Information

Full Name: _____ Date: _____

Date of Birth: _____ Social Security #: _____ - _____ - _____

Gender: _____ Place of Birth: _____
*City**State*

U.S Citizenship: Yes _____ No _____

Current Address:

Permanent Address:

Current Phone: _____

Home Phone: _____

Are you a registered voter? _____

If yes, in what state and district: _____

Prior Political Experience: _____

How did you hear about Congressman Mike Ross Internship Program? _____

ACADEMIC INFORMATION

College/University: _____

School's Address: _____

Select One: Undergraduate Masters/Graduate Degree Doctorate Non-student

Year Graduation: _____ GPA: _____ Major: _____

PRELIMINARY SECURITY QUESTIONS

1. Have any disciplinary or administrative actions (i.e. probation, suspension, expulsion) been taken against you or by your school or are any pending? Yes _____ No _____
2. Have you ever been charged with or convicted of any criminal offense, DWI or misdemeanor offense? Yes _____ No _____

If you answered yes" to any questions mentioned above, please explain and include the dates of the actions on a separate page.